



OFFICE OF PUBLIC INSTRUCTION

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Superintendent

THINK FOOD

School Nutrition Programs

September 2005



HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP) TRAININGS

Are you wondering where to start with your HACCP plan? Have you looked at the USDA Guidance? The guidance is an excellent resource and gives many examples of sample Standard Operating Procedures (SOPs) that you can use in your food service.

Go to Appendix I starting on page 30 for a summary of the sample procedures contained in the guidance. You can copy any of these samples and adopt them as a policy for your school. Print them out, educate your staff to follow the procedure, and keep them on file in a HACCP binder. This can serve as your HACCP plan!

On October 20, 2005, HACCP trainings will be held in Billings, Sidney, Missoula, Havre and Bozeman. Spring 2006 trainings will be held in Great Falls, Miles City, Kalispell and Butte. Further information about specific times and

locations of these trainings will be announced soon. Please call Katie Bark at (406) 994-5641 or e-mail kbark@mt.gov for more information.

SCHOOL WELLNESS POLICY

As you probably know, schools must have a school wellness policy in place by the end of school year 2005-06.

Who's responsible for implementation of the Wellness Policy? Ultimately, it is the responsibility of the school administration to develop the policy.

Who should be included in the development of the policy? Ideally, food service staff, school administration, board members, health and physical education teachers, parents, students, and interested community members should be among those helping to compose a policy.

Schools are encouraged to visit the Web site:

www.opi.state.mt.us/schoolfood/wellness.html for more information.

AVAILABLE COMMODITIES

The following **bonus** items are still available for shipment #3: 75 cases bonus applesauce and 206 cases of bonus peaches (canned and sliced).



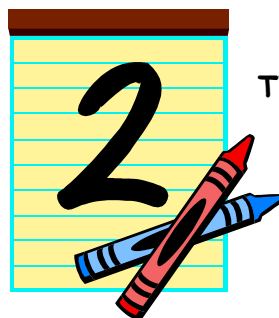
Schools that have not already received either of these bonus items will be given first priority. The ordering deadline is September 19, 2005. Please use a commodity request form to place your order. Other commodities that are available are:

- Ground Beef
- Eggs, frozen
- Oven Roasted Chicken Parts
- Carrots, frozen
- Raisins (**bonus**)
- Refried Beans
- Egg Mix
- Rotini
- Spaghetti
- Rice

NEW MEAL COUNTING REQUIREMENT

Districts must now enter monthly claims for reimbursement on a school by school basis. This means that the daily count of reimbursable meals served must be split up by school. The number of schools a district has is dependent on the school codes in the district. If you are a district that serves grades K-12, you

likely need to divide your count into the total number of elementary, middle, and high school meals served. It is a good idea to work with your secretary or clerk to learn how your school's counts need to be separated, and to develop a plan to meet this new requirement.



TWO IS THE NUMBER ...

MILK

- In order for meals to be reimbursable, students must be offered **TWO DIFFERENT FAT CONTENTS**. Recommendations include skim, 1% white, and 1% chocolate.

SANITATION INSPECTIONS

- Schools are required to have **TWO SANITATION INSECTIONS** per year. There is a form letter available on the School Nutrition Programs Web site, www.opi.mt.gov/schoolfood/index.html for schools to send to their county sanitarian. Make sure to keep a copy of the letter on file, along with copies of the actual inspections.

Forms and other important information regarding School Nutrition Programs can be found on the web page www.opi.mt.gov